



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

March 17, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ALTERNATE PUBLIC DEFENDER:  
COMPTON COURTHOUSE ROOM 201 REFURBISHMENT  
ESTABLISH CAPITAL PROJECT AND  
APPROVE APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 86989  
(SECOND DISTRICT) (3 VOTES)**

**SUBJECT**

Establish a new capital project for the refurbishment and reconfiguration of existing space within Room 201 of the Compton Courthouse Building to address a shortage of staff workstations for the Alternate Public Defender.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA).
2. Establish Capital Project No. 86989 for the refurbishment and reconfiguration of existing space within Room 201 of the Compton Courthouse Building to address a shortage of staff workstations for the Alternate Public Defender.
3. Approve the project budget of \$450,000 funded by prior year departmental savings currently appropriated within the Alternate Public Defender's Operating Budget.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only**

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

4. Approve the appropriation adjustment transferring \$450,000 from the Alternate Public Defender's Operating Budget - Salaries and Employee Benefits to the Capital Projects/Refurbishments Budget - Capital Project No. 86989 to fund the project.

#### **PURPOSE OF RECOMMENDED ACTION**

Approval of these recommended actions will allow the refurbishment of Room 201 and create 16 workstations within the Compton Courthouse Building for use by the Alternate Public Defender (APD).

The additional space will provide work areas for staff added in the budget to handle the increased caseload in the Compton area. This space, formerly the law library, was made available by the Court and provides a less costly alternative to leased space. It also avoids costly attorney downtime when attorneys are housed outside the courthouse.

The space also allows the APD to relocate its Appellate and Capital Case Litigation Support Units to the courthouse where their services are especially needed due to the extreme increased caseload.

The proposed project consists of the design, refurbishment, and installation of new office furnishings within approximately 3,500 square feet of Room 201. New carpet, paint, electrical and communication services will be provided to the areas where the new workstations will be installed. The project will be jointly managed by the APD and the Internal Services Department (ISD). ISD will perform the space renovation activities and the modular furniture will be purchased from an approved County vendor. The improvements will take approximately six months to complete.

#### **Green Building/Sustainable Design**

This project will support the Board's Policy for Green Building/Sustainable Design (GB/SD) to the extent feasible by using building materials and furnishings that are partially composed of recycled materials. The recycled demolition materials will include natural fibers from old carpet. The use of recycled building materials and modular furniture supports the GB/SD Policy by reducing the amount of demolition materials that would be disposed in landfills; reducing the production of synthetic materials that contribute to carbon emissions; and reducing the consumption of natural resources.

### **Implementation of Strategic Plan Goals**

These actions meet the County's Strategic Plan Goals of Fiscal Responsibility (Goal 4) and Organizational Effectiveness (Goal 3) by investing in infrastructure, which provides building renovations that will improve employee working conditions and enhance operations of the APD.

### **FISCAL IMPACT/FINANCING**

The total project cost estimate is \$450,000, which includes the preparation of design drawings, construction services, County services, and the purchase and installation of modular furniture and furnishings.

The project is funded by cost savings currently budgeted within the Department's Operating Budget under Salaries and Employee Benefits. These savings are a result of vacant staff positions that are currently budgeted.

Approval of the attached appropriation adjustment will transfer \$450,000 from the Alternate Public Defender's 2008-09 Operating Budget under Salaries and Employee Benefits to the Capital Projects/Refurbishments Budget under Capital Project No. 86989, which will provide sufficient funding for the project.

The proposed project budget summary is shown under Attachment A.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Under the County's Civic Art Policy and Procedures approved by your Board in December 2004, and revised on November 18, 2008, this renovation project is exempt from providing and/or financing civic art since the total project costs are less than \$500,000.

The space currently occupied by the APD within the Compton Courthouse Building is not affected by the County's recent courthouse facility transfers to the State, which transfers affect only the portions of the courthouses that are occupied by the Superior Court or are common areas. Even when title to the building and grounds is transferred, expected in late 2008, the County will retain an equity stake in the property, based on its occupancy in the County department areas, such as Room 201.

**ENVIRONMENTAL DOCUMENTATION**

This project is categorically exempt as specified in CEQA Guidelines section 15301(a) and Appendix G, Class 1 subsection (d) of the County of Los Angeles Revised Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because it is limited to interior alterations to an existing structure involving no expansion of use beyond what previously existed.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services during the performance of the recommended refurbishment project.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, (Capital Projects Division), the Alternate Public Defender, and the Internal Services Department.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:JF:DL:  
JSE:DJT:TJ:zu

**Attachments**

c: County Counsel  
Alternate Public Defender  
Auditor-Controller  
Internal Services Department

**ATTACHMENT A**

**ALTERNATE PUBLIC DEFENDER:  
COMPTON COURTHOUSE ROOM 201 REFURBISHMENT  
ESTABLISH CAPITAL PROJECT AND  
APPROVE APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 86989**

**I. PROJECT BUDGET SUMMARY**

<b>Budget Category</b>	<b>Project Budget</b>
Plans and Specifications	\$35,000
Construction	
Alterations	\$249,000
Change Orders	\$ 36,000
Civic Art Fee	N/A
County Services (ISD)	\$ 87,000
Furniture/Workstations	\$43,000
<b>TOTAL</b>	<b>\$450,000</b>

## COUNTY OF LOS ANGELES

## REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

DEPT'S  
NO. 060

MARCH 2 2009

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

**FY 2009**  
**3 - VOTES**

SOURCES

Alternate Public Defender  
A01-AD-1000-15575  
Salaries and Employee Benefits  
Decrease Appropriation \$450,000

USES

Capital Projects/Refurbishments  
Room 201 Refurbishment  
A01-CP-6014-65047-86989  
Fixed Assets - Building and Improvements  
Increase Appropriation \$450,000

JUSTIFICATION

Reflects the transfer of appropriation from the Alternate Public Defender's Operating Budget under S&EBs to the Capital Projects/Refurbishments Budget to fully fund the refurbishment of Room 201 within the Compton Courthouse to address a shortage of Alternate Public Defender staff workstations.

  
Jan Takata, Senior Manager, CEO

CHIEF ADMINISTRATIVE OFFICER'S REPORT


REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR -

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

March 3 2009   
CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

20

BY

DEPUTY COUNTY CLERK

AUDITOR-CONTROLLER BY

BY

NO. 177

March 3 2009

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